

SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Community, Economic and

Human Development

Jon Edney, El Centro

Energy and Environment

Debbie Cook, Huntington Beach

Transportation and

Communications

Alan D. Wapner, Ontario

MEETING OF THE

ADMINISTRATION COMMITTEE

PLEASE NOTE CHANGE IN TIME

Thursday, March 6, 2008

10:00 a.m. – 10:30 a.m.

SCAG Offices

**818 West 7th Street, 12th Floor
Conference Room San Bernardino
Los Angeles, CA 90017
213.236.1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Carmen Summers at 213.236.1984 or summers@scag.ca.gov

Agendas and Minutes for the Administration Committee are also available at:

www.scag.ca.gov/committees/ac.htm

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. If you require such assistance, please contact SCAG at (213) 236-1868 at least 72 hours in advance of the meeting to enable SCAG to make reasonable arrangements. To request documents related to this document in an alternative format, please contact (213) 236-1868.

Administration Committee Membership

Loveridge, Ronald, Chair
Edney, Jon, Vice Chair

Riverside
El Centro

Riverside County
CEHD

Member	Representing	Affiliation
Aldinger, Jim	Manhattan Beach	SBCCOG
Baldwin, Harry	San Gabriel	2 nd Vice President
Burke, Yvonne	Los Angeles	Past President
Clark, Margaret	Rosemead	EEC
Cook, Debbie	Huntington Beach	EEC
Dixon, Richard	Lake Forest	1 st Vice President
Lowenthal, Bonnie	Long Beach	TCC
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians	Appointed
McCallon, Larry	Highland	CEHD
Nowatka, Paul	Torrance	Appointed
O'Connor, Pam	Santa Monica	Appointed
Ovitt, Gary	San Bernardino	President
Parks, Bernard	Los Angeles	Appointed
Pettis, Greg	Cathedral City	CVAG
Roberts, Ron	Temecula	WRCOG
Ten, Mike	South Pasadena	TCC
Wapner, Alan	Ontario	SANBAG
Washburn, Dennis	Calabasas	EEC
Young, Toni	Port Hueneme	VCOG

Last Update 01/22/08

ADMINISTRATION COMMITTEE

AGENDA

MARCH 6, 2008

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TIME PG#

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Ron Loveridge, Chair)

2.0 PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Council, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. The Administration Committee may consider and act upon any of the items listed on the agenda. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty minutes.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

4.0 CONSENT CALENDAR

4.1 Approval Items

4.1.1 Minutes of February 7, 2008 Meeting Attachment 01

4.1.2 Charter of the Contracts Subcommittee Attachment 09

4.2 Receive & File

4.2.1 Contracts/Purchase Orders and MOUs between \$5,000 - \$250,000 Attachment 11

5.0 ACTION ITEMS

5.1 Increase the Informal Contract Threshold from \$25,000 to \$50,000 Attachment 5 min 20
(Hon. Paula Lantz, Chair, Contracts Subcommittee)

Recommended Action:
Approve Informal Contract threshold from \$25,000 to \$50,000.

5.2 The Fiscal Year 2008-2009 Comprehensive Budget Attachment 15 min 22
(Wayne Moore, CFO)

Recommended Action:
Approve and release the FY08-09 Comprehensive Budget.

#143694v1 ADMIN AGENDA MARCH 2008
11:34:10 AM 2/28/2008
C.SUMMERS

ADMINISTRATION COMMITTEE

AGENDA

MARCH 6, 2008

			TIME	PG#
5.0	<u>ACTION ITEMS-Continued</u>			
5.3	<u>Depositories and Investments</u> (Wayne Moore, CFO)	Attachment	5 min	26
	Recommended Action: Approve and forward Amendment to the By-Laws for consideration.			
6.0	<u>AUDIT SUBCOMMITTEE REPORT</u> (Hon. Paul Nowatka, Chair)			
7.0	<u>PERSONNEL SUBCOMMITTEE REPORT</u> (Hon. Richard Dixon, Chair)			
8.0	<u>DISTRICT EVALUATIONS SUBCOMMITTEE REPORT</u> (Hon. Larry McCallon, Chair)			
9.0	<u>INVESTMENT SUBCOMMITTEE REPORT</u> (Hon. Ronald Loveridge, Chair)			
10.0	<u>CONTRACTS SUBCOMMITTEE REPORT</u> (Hon. Paula Lantz, Chair)			
11.0	<u>INFORMATION ITEMS</u>			
11.1	<u>CFO Monthly Financial Report</u> (Wayne Moore, CFO)	Attachment	5 min	33
12.0	<u>STAFF REPORT</u> (Wayne Moore, CFO)			
13.0	<u>FUTURE AGENDA ITEMS</u>			
	Any Committee member or staff desiring to place items on a future agenda may make such request.			
14.0	<u>ANNOUNCEMENTS</u>			

ADMINISTRATION COMMITTEE

AGENDA

MARCH 6, 2008

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TIME PG#

15.0 ADJOURNMENT

The next meeting of the Administration Committee will be held on Thursday, April 3, 2008 at the SCAG offices in downtown Los Angeles.

